

INSTRUCTIONS FOR PETITIONERS FOR INACTIVE STATUS

Rev. 11/22/06

Conditions for Transfer to Inactive Status

Pursuant to 27 N.C.A.C., Chapter 1D, Rule .0901 of the N.C. State Bar Rules, requests for transfer to inactive status must be accompanied by a prescribed petition. At the time of filing the petition, the member must be in good standing which means that the petitioner has

- paid all membership fees, Client Security Fund assessments, late fees and costs assessed by the N. C. State Bar, and Judicial Campaign Fund Surcharges (Judicial Surcharge)
- paid all past due fees, fines and penalties owed to the Board of Continuing Legal Education
- resolved all pending grievances or disciplinary complaints.

Procedure

The petition must be reviewed by the Administrative Committee and approved by the State Bar Council. The committee and the council meet quarterly in January, April, July, and October* of every year. The dates of the meetings are posted on the home page of the State Bar website.

Instructions for Completing and Filing Petition

1. Print or type the petition.
2. If you file a petition between January 1 and December 31, you must pay the mandatory membership dues, Client Security Fund assessment and Judicial Surcharge for the year in which you file the petition.
3. **The 2006 membership dues (\$235.00), Client Security Fund (CSF) assessment (\$50.00) and Judicial Surcharge (\$50.00) total \$335.00. The 2006 membership fees are due and payable on January 1, 2006, and are considered delinquent if not paid on or before June 30, 2006. All payments received after June 30 must include the late fee. The late fee is \$30.00. If these fees have not been paid: a petition filed on or before June 30 should be accompanied by a check in the amount of \$335.00, made payable to the N.C. State Bar; a petition filed on or after July 1 should be accompanied by a check in the amount of \$365.00.**
4. The petition must be postmarked on or before December 31 to avoid incurring the mandatory dues obligation, Client Security Fund assessment and Judicial Surcharge for the following calendar year. **If you are petitioning to go inactive after December 31, 2006 you are obligated to pay membership fees for 2007 (2007 membership fee \$235.00, CSF assessment \$25.00, Judicial Surcharge \$50.00, total \$310.00).**
5. Submit the petition 30 days prior to the quarterly meeting of the State Bar Council at which you are requesting the Council to take action on the petition.
6. **Mail the petition, payment and any supporting documentation to:**
N. C. State Bar
Attn. Membership Dept.
P.O. Box 25908
Raleigh, NC, 27611
7. Contact the Membership Department, at (919) 828-4620, if you have any questions or need further assistance regarding your membership status. Please contact the CLE department, at (919) 733-0123, if you have any questions regarding your CLE status.

PLEASE PRINT OR TYPE

Effect of Inactive Status:

As long as your membership status is inactive you cannot practice North Carolina law, including giving advice regarding North Carolina law, or serving in an “of counsel” capacity to any North Carolina firm or professional organization. It also precludes holding yourself out as a “lawyer”, “attorney”, an “attorney at law” or any other designation that implies that you are an active attorney who can provide legal services in North Carolina.

PLEASE PRINT OR TYPE

**PETITION FOR TRANSFER TO INACTIVE STATUS
TO THE COUNCIL OF THE NORTH CAROLINA STATE BAR**

of _____
(name)

1. I was admitted to the North Carolina State Bar on _____.
(date)

2. My State Bar # is _____.

3. My current address and telephone numbers are:

_____	_____
street address	home phone #
_____	_____
city, state, zip	work phone #

4. My present employer is _____, in
_____(city), _____(state). My job title is
_____.

5. I have paid all membership dues, assessments, and fees owed to the North Carolina State Bar, including those for the current year.

6. To the best of my knowledge, there are no unresolved grievances or disciplinary complaints pending against me.

7. I desire to be placed on inactive status for the following reason:

_____.

8. I understand that if I am granted inactive status that I cannot practice North Carolina law and/or serve as "of counsel" to any North Carolina firm, organization or entity.

_____	_____
Date	Signature

FOR OFFICE USE ONLY

Current dues paid: _____ (y/n)

Other pending matters: _____ (y/n)

CLE check - owes CLE fees and/or ARF: _____ (y/n)

deficit to be satisfied prior to reinstatement: _____ (y/n)

of hours: _____ general _____ ethics _____ substance abuse